**Meeting Purpose**

A meeting of Team Valour was held on 12/01/2021. It began at 7pm AEDT and was called by Fletcher Petersen, with Fletcher Petersen as scribe.

**Attendees**

Elisha Rackley, Fletcher Petersen, Jarrod Petersen, Keegan Whitfield, Mathew Lawton

There were no guests in this meeting

Glen Whillier was not in attendance

**Topics/Presentations**

Session 4 was presented by Fletcher Petersen.

* Elisha, Jarrod, Mathew to post test results in Team Profile page
* Glen and Keegan to complete Team Profile
* Elisha, Fletcher, Jarrod, and Mathew to complete IT Technologies reports
* Glen and Keegan to complete Ideal Jobs table
* It was decided the interview for the IT Professional was to be held on the 13th January 2021 at 6pm AEDT
* Jarrod’s Project Idea was decided as the Project for the group assignment
* Jarrod to upload his Project Idea for the team to access
* Team unsure how to expand on implementation of Project Idea for A3
* Team to complete Burning Glass data
* The team talked about uniforming work organising work by name alphabetically
* Team to reconvene for interview 13/01/2021 6pm AEDT

**Follow-up Tasks**

Task: